

## OPENING

Chairman Merritt brought the meeting to order at 6:02 p.m. welcoming all in attendance and led the Pledge of Allegiance.

## PRESENT

Chairman Harold Merritt  
Mayor Marty Lisonbee  
Board Member Ross Gregerson  
Board Member Denny Bass  
Board Member Neil Duncan

Town Recorder Michelle Kinney

### Hearing:

#### 1. BPWSSSD Tentative Budget Hearing for FY 2020

**MOTION:** Harold motions to open for public comment  
**SECOND:** Board Member Bass  
**VOTE:** Chairman Merritt called for a vote:  
Board Member Gregerson – Aye  
Board Member Bass – Aye  
Chairman Merritt – Aye  
Mayor Lisonbee- Aye  
Board Member Neil Duncan- Aye

The vote was unanimous and the motion carried.

Ben Billingsley discusses the information in the packet. He mentions there are two budgets, the top one is the tentative budget, and the one below is the budget with some corrections. Adjustments have been made to the legal category. The loan principle payments are about 130,000 dollars.

Mayor asks about the operating income that has been adjusted down and water rights have been adjusted down.

The board is required to adopt a compliant budget, this budget is based on impact fees that are possible and the budget is compliant. Both budgets are now available. Board member Gregerson mentions that we can amend this budget during the year and we can look at it down the road to make adjustments.

Tish Lisonbee asks if it would be prudent to track all the water right revenue and expenditures.

Mayor Lisonbee mentions the importance for growth (development) to make this budget work.

Ben mentions that if we don't have enough impact fees then we will need to raise base rates. Chairman Merritt mentions The Gooseberry project alone will bring much of what we need on impact fees.

The Districts currently carries about 900,000 dollars in water rights. The district must be pursuing the purchase of rights from the bank as water shares are sold so they don't run out. It is important that the district keep track of water inventory. RCAC has offered to do a rate study and we either need to increase the base or we need another 150 houses to make our payments with the base rate. Ben mentions that depreciation expense is another \$130,000 and that is not money that actually comes out of the checking account. We have it as tight as we can.

Board Member Gregerson we have front loaded on getting assets.

Board Member Duncan mentions that the projects will come.

Rich Kopp with the upcoming projects when will a meters actually be hooked up that will bring in the standby fee. Chairman Merritt answers that it depends on the developer, once the meter goes in the charges begin.

**MOTION:** Chairman Merritt moves to close the public discussion portion of this.

**SECOND:** Board Member Bass

**VOTE:** Chairman Merritt called for a vote:

Board Member Gregerson – Aye

Board Member Bass – Aye

Chairman Merritt – Aye

Mayor Lisonbee- Aye

Board Member Duncan- Aye

The vote was unanimous and the motion carried.

## **Discussion and Action**

### **2. Discussion and Action on BPWSSSD FY 2020 Budget Proposal and Public Hearing**

**MOTION:** Mayor Lisonbee moves to adopt the tentative budget for FY 2020 as presented.

**SECOND:** Board Member Bass

**VOTE:** Chairman Merritt called for a vote:

Board Member Gregerson – Aye

Board Member Bass – Aye

Chairman Merritt – Aye

Mayor Lisonbee- Aye

Board Member Duncan- Aye

The vote was unanimous and the motion carried.

### 3. Jepson Canyon Project Agreement

Representatives for Jepson Canyon bring up new contracts for the board to review. All the water must be culinary water but Jepson is welcome to buy it from elsewhere. The Phelps well is not going to be a part of this water agreement. Jepson will put in a temporary tank so they can begin construction next month. This will get us through the first 120 lots or so. Board member Gregerson asks if the Jepson tanks will be connected to the town system. They will not be connecting to the town at this time.

**MOTION:** Mayor Lisonbee moves to approve the water sewer agreement that has been presented here by the Little Creek Land Company for the Jepson Canyon project with the exception of item number 4 "the term of this agreement shall have an initial term of 30 years" be deleted from the contract and that the contract has one final review by legal.

**SECOND:** Board Member Bass  
**VOTE:** Chairman Merritt called for a vote:  
Board Member Gregerson – Aye  
Board Member Bass – Aye  
Chairman Merritt – Aye  
Mayor Lisonbee- Aye  
Board Member Duncan- Aye

The vote was unanimous and the motion carried.

### 4. Amendments to the Big Plains Water and Sewer Special Services District Policy and Procedures Manual.

1.4.10 as written in the changes

1.5 procedures on work on water system. To make sure everyone is protected we added in section 1.4 the need for encroachment bonds. This will be standard operating procedure. Tish mentions that the town should also be added as an additional insured.

**MOTION:** Mayor Lisonbee moves to approve this amendment for the Big Plains Water Special Service District Policies and Procedures as is and adding that Big Plains is added as additional insured to the contractor's liability insurance. We would also like to strike the word in 1.5.4 "endeavor" and change to ensure.

**SECOND:** Board Member Gregerson  
**VOTE:** Chairman Merritt called for a vote:  
Board Member Gregerson – Aye

Board Member Bass –	Aye
Chairman Merritt –	Aye
Mayor Lisonbee-	Aye
Board Member Duncan-	Aye

The vote was unanimous and the motion carried.

Debbie Kopp mentions that it would be great if a picture of the surety bond could be added to the building permit packet to reduce confusion.

Mayor Lisonbee mentions that Ben has the capability to add that as an item under water with our new building permit packets.

#### **5. John Smith, Water Connection**

Chairman Merritt mentions that this is a water connection that was signed by Ted Gubler in May 2006. This individual has been paying the 29.00 fee since the beginning and we should wave the impact fee and connect him for no charge. We should pull one acre foot out of that account. This will be a residential hookup and we will install after a building permit is issued.

**MOTION:** Chairman Merritt motions that we wave the impact fee and pull on acre foot of water out of the slush account that was set up by Cedar Point and make the connection

**SECOND:** Board Member Duncan

**VOTE:** Chairman Merritt called for a vote:

Board Member Gregerson –	Aye
Board Member Bass –	Aye
Chairman Merritt –	Aye
Mayor Lisonbee-	Aye
Board Member Duncan-	Aye

The vote was unanimous and the motion carried.

#### **6. Chip-Seal Road Repair**

Mayor Lisonbee asked to have this put on the agenda. There was bid of about \$2,800 to have the roads repaired where meters have been installed. The mayor suggests that the cost to repair the roads after the installation of a meter should be passed to the homeowner.

If Hank is going to have some black top going on maybe we should see if we can piggy back on that.

Chairman Merritt would like to move this to the next meeting.

### **7. Sunrise Engineering-Impact Fee Study**

This was discussed last night. Chairman Merritt would like to talk about this more with the mayor. Sunrise engineering may give a presentation on what is needed. They are talking about doing water modeling. That study will also include an impact fee study for what we should be charging on base rate and impact fee.

### **8. Well House Security Fence and Tank Ladder Cage**

Chairman Merritt has received 2 bids, one from Black fencing and one from Kirkland fencing. Board Member Gregerson mentions he may have the material to do this in-house if Dale has time in his schedule.

**MOTION:** Chairman Merritt motions that Board Member Gregerson, Board Member Duncan, Chairman Merritt, and Dale do the security fence around well 59  
**SECOND:** Board Member Gregerson  
**VOTE:** Chairman Merritt called for a vote:  
Board Member Gregerson – Aye  
Board Member Bass – Aye  
Chairman Merritt – Aye  
Mayor Lisonbee- Aye  
Board Member Duncan- Aye

The vote was unanimous and the motion carried.

Chairman Merritt has the cage built for the tank on the hill ready to be put up. It will be \$800.00 for the cage.

### **9. Consent Calendar April 2019**

**MOTION:** Mayor Lisonbee moves to accept the consent calendar for April 2019  
**SECOND:** Board Member Gregerson  
**VOTE:** Chairman Merritt called for a vote:  
Board Member Gregerson – Aye  
Board Member Bass – Aye  
Chairman Merritt – Aye  
Mayor Lisonbee- Aye  
Board Member Duncan- Aye

The vote was unanimous and the motion carried.

**10. Approval of Minutes**

**Meeting Minutes for 4.4.2019**  
**Meeting Minutes for 4.24.2019**  
**Meeting Minutes for 5.02.2019**

**MOTION:** Mayor Lisonbee moves to accept the minutes for 4.4.2019, 4.24.2019, and 5.02.2019  
**SECOND:** Board Member Bass  
**VOTE:** Chairman Merritt called for a vote:  
Board Member Gregerson – Aye  
Board Member Bass – Aye  
Chairman Merritt – Aye  
Mayor Lisonbee- Aye  
Board Member Duncan- Aye

The vote was unanimous and the motion carried.

**Adjournment**

**MOTION:** Board Member Duncan motions to adjourn  
**SECOND:** Board Member Bass  
**VOTE:** Chairman Merritt called for a vote:  
Board Member Gregerson – Aye  
Board Member Bass – Aye  
Chairman Merritt – Aye  
Mayor Lisonbee- Aye  
Board member Duncan- Aye

The vote was unanimous and the motion carried.

Meeting adjourned at 7:16 p.m.

Date approved: 8/1/2019

  
Harold Merritt, Chairman

ATTEST BY: Michelle Kinney

Michelle Kinney, Recorder